

# Bylaws of the Kettering-A Chapter of the Delta Chi Fraternity

## Article I: Name

The name of this organization shall be the Kettering-A Chapter of The Delta Chi Fraternity.

## Article II: Purpose and Philosophy

**Section 1.** This chapter shall be conducted on the policies, principles, and provisions set forth in Delta Chi Law and in these bylaws. These bylaws will in no way conflict with Delta Chi Law. If a conflict arises, Delta Chi Law supersedes these bylaws.

**Section 2.** This fraternity does not haze. Any member found guilty of knowingly hazing shall be expelled. Each prospective associate must be given an anti-hazing contract when an invitation to associate is extended. This contract must be signed by the “A”, “B”, “F”, and chairman of the Associate Member Committee. (*Hazing is defined in Delta Chi Law: Bylaws Article V, Section 3, Sub-section 4.*)

**Section 3.** No alcoholic drink shall be kept in the chapter house or consumed on chapter premises, nor shall the chapter spend money on alcohol, or sponsor events in which alcohol is a central theme. The chapter must decide whether to allow alcoholic consumption at events not held at the house. (*Members may still drink elsewhere. This is part of the philosophy of the house and is in place to ensure a comfortable environment for all.*)

**Section 4.** The Kettering-A Chapter of The Delta Chi Fraternity does not hold mandatory events.

**Section 5.** The Kettering-A chapter holds mandatory chapter meetings. Student members are required to attend chapter meetings. Student members receive two unexcused absences from chapter meetings that they may use at any time and with no explanation needed. For every meeting missed past the two unexcused the sanctions are as detailed below:

- a) 1-2 meetings: \$15 fine
- b) 3-9 meetings: \$30 fine and vote lost at budgeting

Sanctions may be disputed in front of the Judicial Board before the end of the term. The number of absences resets each term.

## Article III: Membership

**Section 1.** Membership in the Chapter shall be limited to Student Members and Associate Members. The right to vote shall be limited to members not in arrears to the Chapter, and not under censure by the judicial board. (*For purposes of Ritual, Associate Members do not count as members.*) Proxy voting shall not be allowed.

**Section 2.** Any male student enrolled at Kettering University who meets all requirements for membership and who is not a member of another general college social fraternity may be given an invitation (bid) to become a member in the chapter. This invitation may be extended at any meeting of the chapter by a four-fifths (4/5) vote of members present (*Members are defined in Article III, Section I*). All bid votes must be brought via the Recruitment Tactics Chair or with previous notice by any member at a regular chapter meeting.

**Subsection 1.** An invitation to join the Chapter is valid until the end of the following academic term

**Subsection 2.** Upon successful completion of the associate member ceremony of the Delta Chi Fraternity, the man is then considered an Associate Member of the Chapter.

**Section 3.** A majority vote of all student members may terminate the membership of an associate member.

**Section 4.** An associate member who meets all requirements for membership may be initiated upon completing the associate membership program. He must receive a two-thirds (2/3) vote of the Student members of the Chapter in order to be initiated.

**Section 5.** An associate member, initiated into the fraternity by this chapter, is a student member. Any Member of the Fraternity may become a student member upon presentation of a duly executed Affiliation Card.

**Section 6.** Any student member who is no longer enrolled at Kettering University and who has not affiliated with another chapter shall be an alumnus member of the Fraternity. No alumnus member of the Fraternity shall have the right to vote in meetings. Graduate students who are student members of the chapter shall have all rights of membership.

**Section 7.** All student members must meet one of the following conditions:

- a) Student's cumulative GPA meets or exceeds 2.70
- b) One of a Student's previous two academic terms meets or exceeds a 2.70

If a student member fails to comply with the conditions listed above they will have one academic term to meet one of the conditions. If the student member fails to meet one of the conditions after the Probationary term they will automatically be made inactive upon the A's receipt of the members' grades. The member may elect to return to active status following any academic term during which he meets the above requirements.

**Section 8.** Any student member or associate member who has not paid an obligation within 30 days after it is due shall be deemed indebted to the Chapter and shall be considered in arrears if he has not applied for an extension with the "D" and shall have inactive status imposed. If, after 45 days, a member still does not pay his bills, or have a payment plan, his case shall be turned over to the Alumni Board of Trustees.

**Section 9.** A motion for a member to go inactive may pass by a two-thirds (2/3) vote of both the student membership and the Alumni Board of Trustees. For financial indebtedness only, the Alumni Board of Trustees may impose inactive status by a two-thirds (2/3) vote. A student member in active status shall be prohibited from material participation in chapter activities including, but not limited to, social activities, sports programs, living in the chapter house, voting at chapter meetings, holding chapter office, and representing the chapter in any capacity. A two-thirds (2/3) vote by both the student membership and the Alumni Board of Trustees may approve a petition to return to student member status.

**Subsection 1.** Previous notice is required for all motions to make a member inactive

**Section 10.** A man may not be initiated unless the initiate has met the requirements brought by the Kettering Office of Greek Life.

## **Article IV: Officers**

**Section 1.** The lettered officers of the chapter shall be the “A”, the “B”, the “C”, the “D”, the “E”, and the “F”.

**Section 2.** The responsibilities of the “A” shall include:

**Subsection 1.** Maintaining order at all Chapter meetings.

**Subsection 2.** Serving as the Fraternity Governing Body Representative.

**Section 3.** The responsibilities of the “B” shall include:

**Subsection 1.** Coordinating the committees of the Chapter.

**Subsection 2.** Conducting an annual review of the Kettering-A Chapter bylaws.

**Subsection 3.** Maintaining the Kettering-A Chapter bylaws and the Standing Rules of the Kettering-A Chapter.

**Section 4.** The responsibilities of the “C” shall include:

**Subsection 1.** Maintaining records of official Chapter business.

**Subsection 2.** Being responsible for all official correspondence of the Chapter.

**Subsection 2, Addendum 1.** Official correspondence of the Chapter includes, but is not limited to: bid packets, inter-fraternal correspondence, thank-you letters, and documents printed with Chapter letterhead.

**Subsection 3.** Maintaining the Chapter lore collection.

**Section 5.** The responsibilities of the “D” shall include:

**Subsection 1.** Keeping accurate financial records of all Chapter transactions.

**Subsection 2.** Setting up a budget with the help of ABT and executive committee of the Chapter.

**Subsection 3.** Enforcing the financial policies of the Chapter.

**Section 6.** The responsibilities of the “E” shall include:

**Subsection 1.** Preparing and submitting all articles for the Delta Chi Quarterly.

**Subsection 2.** Creating and distributing an alumni newsletter twice per year.

**Section 7.** The responsibilities of the “F” shall include:

**Subsection 1.** Assisting the “A” in maintaining order at all Chapter meetings.

**Subsection 2.** Ensuring that the Chapter is conducting an effect risk-management program.

**Subsection 3.** Coordinating the performance of the Ritual of the Delta Chi Fraternity.

**Subsection 4.** Mediating disputes between members.

**Subsection 5.** Serving as presiding officer of the Judicial Board as defined in *Article VIII, Section 1* of the Kettering-A Chapter bylaws.

**Section 8.** The responsibilities of the “Member at Large”, if elected, shall include:

**Subsection 1.** Assisting the “F” in mediating disputes between members.

**Subsection 2.** Being available for members to discuss grievances and issues with.

**Subsection 3.** Advising the executive committee of issues raised by chapter members in a manner preserving confidentiality.

**Section 9.** For purposes of parliamentary procedure, the “A” shall be deemed the President, the “B” shall be deemed the Vice President, the “C” shall be deemed the Secretary, the “D” shall be deemed the Treasurer, the “E” shall be deemed the Corresponding Secretary, and the “F” shall be deemed the Sergeant at Arms.

**Section 10.** In addition to the lettered officers, the officers of the Chapter shall consist of the Member-at-Large (*optional by a majority of the house*) and the Chairmen of the various committees. The officers of the Chapter shall perform the duties prescribed by Delta Chi Law, by these bylaws, and the parliamentary authority adopted by the Chapter. The officers shall serve one year or until their successor takes office.

**Section 11.** Each officer shall keep a written record of all functions of his office. These records shall be open to inspection by any member.

**Section 12.** The Chapter shall adopt an election policy that specifies the dates of the election of each of the lettered officers and the Member-at-Large, the method of ballot counting that will be used (*the Condorcet method is recommend*), and the manner of debate. This policy may not be changed within two weeks of an election.

**Section 13.** Before elections, the A shall ensure that each member who accepted a nomination for a lettered officer position meets all qualifications for that office set forth in these bylaws.

**Section 14.** In order to be elected to a lettered officer position, the student member must meet the following two conditions:

- a) Student's cumulative GPA meets or exceeds 2.70
- b) One of the student's term GPA's from the previous two academic terms meets or exceeds 2.70

Additionally, all lettered officers must maintain a cumulative GPA of 2.70.

**Section 15.** The lettered officers and the Member-at-Large shall be elected by ballot. The ballots shall be counted publicly by the "F", or a member not standing for the current election appointed by the "A" if the "F" is standing for the current election and witnessed by either a member not standing for the current appointed by the "A" or a member of the ABT.

**Section 16.** In the event of a vacancy in an elected office the nomination of candidates to fill that office shall occur at or before the first regular meeting following the occurrence of the vacancy. In the event of a vacancy in an appointed office, the officer responsible for the appointment shall immediately appoint a replacement.

**Section 17.** Within one week of their election, the "F" shall appoint the judicial board, the "A" shall appoint the chairmen of the various committees, upon receiving approval from the Executive Board; and the "A" shall appoint the other Inter-Fraternity Council Representative.

**Section 18.** The retiring "A" shall hold a retreat for officers as soon as possible after new officers have been elected and appointed.

**Section 19.** No member shall hold more than one lettered office at a time, and no member shall be eligible to serve more than three consecutive academic terms in the same lettered office. No officer shall be required to resign his present in order to be nominated for any other position.

**Section 20.** If any officer of the Chapter fails or refuses to perform his duty as prescribed by these bylaws, the Delta Chi Law, or the parliamentary authority adopted by the chapter, or has otherwise violated his oath, his resignation may be demanded by a two-thirds (2/3) affirmative vote of the Chapter or a majority of the ABT. In the event the officer refuses to comply with the request, written charges shall be filed against him and after a notice has been given, a vote shall be taken to remove the officer in accordance with Delta Chi Law. If two-thirds (2/3) of the votes are for recall, the office shall be declared vacant.

### **Article V: Alumni Offices**

**Section 1.** Nominations and elections for the office of “BB” shall be held at the end of the two year term to which the “BB” is elected. The “BB” shall act as an advisor to the chapter and as a liaison officer between the chapter, and the Executive Committee of the Delta Chi Fraternity. He shall assist the chapter in its relations with fraternities and college authorities and in its scholastic, athletic and social activities.

**Section 2.** The chapter shall establish and participate in an Alumni Board of Trustees per the requirements set forth in Delta Chi Law (*Delta Chi Law, Bylaws, Article VII, Section 5, Subsection 2*). The Alumni Board of Trustees shall have only the powers and responsibilities granted it by Delta Chi Law, but shall be shared between the two Kettering University Chapters. As such, the Alumni Board of Trustees shall establish a separate set of bylaws, in accordance with Delta Chi Law, to allow for its governance in a manner agreed upon by the two Kettering University chapters. Amendments to those bylaws must be approved by two-thirds (2/3) of the membership of each chapter.

**Section 3.** The Alumni Board of Trustees may make an exception to any part of these bylaws by a majority vote upon majority vote of the chapter.

### **Article VI: Chapter Meetings**

**Section 1.** Regular meetings of the Chapter shall occur once a week during school terms at a day and time determined by the membership. Regular meetings shall last no longer than an hour but may be extended by a two-thirds (2/3) vote.

**Section 2.** Special meetings may be called by the President or by the Executive Committee and shall be called upon the written request of ten members or one-fourth (1/4) of the Chapter. The purpose of the meeting shall be stated in the call. Except in cases of emergency, at least three days' notice shall be given.

**Section 3.** At least one meeting per month during school term shall be Ritualistic in nature.

**Section 4.** Two-thirds (2/3) of the student members of the Chapter not under censure by the Judicial Board, and not in arrears to the chapter shall constitute a quorum.

### **Article VII: The Executive Committee**

**Section 1.** The “A”, the “B”, the “C”, the “D”, the “E”, and the “F” of the chapter, as well as the member-at-large, shall constitute the executive committee. The “BB” shall be an ex-officio member

with no vote. By a majority vote, the chapter may elect additional officers as ex-officio members (*they have a vote*) to the committee for six months.

**Section 2.** The executive committee shall transact day-to-day business of the chapter, shall set the agenda for all chapter meetings, and shall faithfully execute any duties assigned to it by these bylaws or by the chapter.

**Section 3.** The “B” shall chair all meetings of the executive committee. In absence of the “B”, the “C” shall assume the duties of the chairman and the “D” takes the minutes.

**Section 4.** During school terms, the executive committee shall meet at least once per week. During work terms, the executive committee shall meet at least once per month. These meetings shall be announced and public in nature, but are not required to be in person.

### **Article VIII: The Judicial Board**

**Section 1.** The “F” shall be the presiding officer of the judicial board. The “F” shall appoint four other members of the chapter with the advice of the executive committee. The “F” shall secure a broad representation of the members.

**Section 2.** The Judicial board has original jurisdiction on all matters not reserved by the Ritual. The Judicial Board may consider and resolve any dispute brought to it by a member of the chapter.

**Section 3.** Any decision of the Judicial Board may be appealed to the entire chapter no later than the next regular chapter meeting. Any appealed decision may be further appealed to the Alumni Board of Trustees on or before their next meeting.

**Subsection 1.** The chapter may overturn the Judicial Board's decision, in an appeal by a two-thirds (2/3) vote.

**Subsection 2.** If the decision is overturned, the chapter will provide an alternative action.

**Section 4.** The Judicial Board may conduct its deliberations in closed sessions. The conduct of Judicial Board business may not occur in closed sessions without the consent of the involved parties.

**Section 5.** The violation of Bylaw Article II, Section 3, as stated above, is subject to confiscation and/or destruction of the alcoholic beverage and/or illegal drugs. Furthermore a \$300 fine may be assessed depending on the severity and according to the discretion of the Delta Chi Kettering-A Judicial Board. This supersedes the Housing Contract Article VIII, Section B.

**Section 6.** In the event that any member of the judicial board has a conflict of interest in a case brought before the judicial board, the “F” shall replace him with another member of the chapter, who lacks such a conflict.

**Section 7.** Conflicts of Interest:

**Subsection 1.** In the event that the “F” has a conflict of interest in a case brought before the judicial board, the chapter may elect a judicial chair pro tempore by a majority vote. The pro tempore officer shall only preside over the case from which the “F” was removed, and shall exercise the duties of “F” with respect to the case.

**Subsection 2.** The trial may not proceed until a judicial chair pro tempore has been confirmed

by the Alumni Board of Trustees.

**Section 8.** The “BB” shall serve as the advisor to the Judicial Board. The “BB” may not be selected by the “F” as a member of the Judicial Board. The advisor shall be notified at least 72 hours prior to a hearing and has the right to dissolve that hearing prior to its convening. The purpose of the Judicial Board is to provide suggested courses of actions to the chapter and to ensure that all members (*Student & Associate*) uphold the standing rules of the Kettering-A Delta Chi Chapter and the basic expectations of Delta Chi as referenced in the Cornerstone.

**Section 9.** All members have the right to issue a formal request for judicial action against any other member. The form for this request for action will be maintained by the “F”. The blank forms will be made publicly available.

**Section 10.** If a member is found to be in violation of the basic expectations of a Delta Chi, the Judicial Board has the right to impose the following actions:

- Suspend the member(s) use of chapter property
- Suspend the member(s) ability to participate in events
- Issue fine/restitution (*A return to or restoration of a previous state or positions*)
- Issue and document a warning

The Judicial Board may also recommend the following actions to the Chapter during a meeting of the chapter while giving a just explanation:

- To impose inactive status upon the member(s)
- To expel the member(s)

\*These recommendations must be approved by the rules set forth in Delta Chi Law.

**Section 11.** A Judicial Board meeting must have all voting members present.

**Section 12.** Judicial Board meetings may be called by the Judicial Board chair or the “A”. The purpose of the meeting shall be stated in the call. A 72 hour notice shall be given in the call. In the matter of closed sessions, only the parties involved and the Judicial Board members will be called.

**Section 13.** The Judicial Board reserves the right to accept or decline a request for judicial action. In the case that the request is declined, the Judicial Board chair must provide a written reason to the requester why the request was declined. In such an event, the Judicial Board chair can defer the situation to the Member-at-Large (MAL).

## **Article IX: General Committees and External Representatives**

**Section 1.** The chairman of each committee may appoint members to serve on the committee as they see fit. Meetings are public and must be announced in advance (**24 hours is a recommended notice, excluding emergencies**).

**Section 2.** The standing committees shall be the Associate Member Committee, the Athletic Committee, the Brotherhood Committee, the Campus Involvement Committee, the Event Planning Committee, the Fund-Raising Committee, the Housing Committee, the Philanthropy Committee, the Public Relations Committee, the Records Committee, the Recruitment Tactics Committee, and the Scholarship Committee.

**Section 3.** The Associate Member Committee is entrusted with the responsibility to develop and conduct activities designed to develop leadership, responsibility, character, and brotherhood in the associate members in every way consistent with the principles of The Delta Chi Fraternity. The Associate Member Counselor shall oversee the committee and appoint, as necessary, each of the following positions to the members of the committee: scholastic development, big brother coordinator, and fraternal educator.

**Section 4.** The Athletic Committee shall be responsible for coordinating the Intramural Sports efforts of the Chapter and shall see that a team is fielded in intramural sports in which the Chapter wishes to compete.

**Section 5.** The Brotherhood Committee shall be responsible for planning of events that promote chapter brotherhood. This will include, but not be limited to, a brotherhood retreat each school term, and regularly scheduled brotherhood meals.

**Section 6.** The Campus Involvement Committee

**Section 7.** The Event Planning Committee shall be responsible for the planning of events. This will include any formal or informal rush or recruitment events, open or closed parties, and social events with other fraternities, sororities, organizations on or off campus, or students at large. The Event Planning Committee chair shall be a de facto member of the Recruitment Tactics Committee and the Public Relations Committee.

**Section 8.** The Fund-Raising Committee shall coordinate the efforts of the Chapter to raise funds for the chapter. (*Any charity fund raising shall be done by the Philanthropy Committee.*)

**Section 9.** The Housing Committee shall be responsible for coordinating the purchase, lease, and maintenance of Fraternity property including a Chapter House. The Housing Chair will create a chore list for general house maintenance and fairly assign duties to members currently living in the house, approved at the first chapter meeting of the term by a simple majority vote. A fine of \$75 may be imposed by the housing chair for failure to comply with an assigned chore. With a simple majority vote at the next chapter meeting may amend or revoke the fine and up to 1/3 of the fine may be used as incentive for another member to do the chore.

**Section 10.** The Philanthropy Committee shall coordinate the Chapter's efforts to become responsible, caring members of the community. Examples of such activities may include raising funds for charity, and community service projects.

**Section 11.** The Public Relations Committee shall deal with the external relations of the Chapter. Therefore, the "A" shall be an ex-officio member of the Committee. Duties of the Public Relations Committee include advertising open events, developing the fraternity image, and encouraging faculty involvement.

**Section 12.** The Records Committee shall be responsible for the completion and archival of chapter related documents. These documents include event planning forms and lore. The Records Committee shall also be responsible for the implementation and maintenance of the archival systems required for

such documents. The Records Committee shall assist the “C” to ensure that official chapter documents (*such as Meeting Minutes and others required by IHQ*) are adequately completed and archived.

**Section 13.** The Recruitment Tactics Committee shall be responsible for development and implementation of recruitment tactics. This includes education of members on topics such as delivering bids and communication with potential new members. Furthermore, the Recruitment Tactics Committee shall be responsible for planning and executing information sessions and coordinating visiting potential members. The Recruitment Tactics Committee chair shall be a de facto member of the Event Planning Committee and the Public Relations Committee.

**Section 14.** The Scholarship Committee shall be responsible for aiding each member in the “acquisition of a sound education.”

**Section 15.** The Chapter shall have two Inter-Fraternity Council Representatives: the “A”, and a member appointed by the “A”.

**Section 16.** The Chapter may create Ad-Hoc committees as needed. Ad-Hoc committees shall only exist until their purpose has been completed.

### **Article X: Standing Rules**

**Section 1.** Standing Rules are committee policies that are approved by the chapter. Standing Rules will not include punishments, only suggestions that Judicial Board should consider.

**Section 2.** A Standing Rule may be adopted, amended, or rescinded under either of the following conditions:

**Subsection 1.** Previous notice has been given and a majority vote at any chapter meeting.

**Subsection 2.** A two-thirds vote at any chapter meeting, provided the motion is submitted in writing.

### **Article X: Parliamentary Authority**

The rules contained in the current edition of *Robert's Rules of Order Newly Revised* shall govern the Chapter in all cases to which they are applicable and in which they are not inconsistent with these bylaws, Delta Chi Law, and any special rules of order the Chapter may adopt.

### **Article XI: Amendment of Bylaws**

**Section 1.** These bylaws may be amended at any regular meeting of the chapter by a two-thirds (2/3) vote, of the Associate and Student Members of the chapter, provided that the amendment has been submitted in writing at the previous regular meeting. The “B” shall ensure that the proposed amendment does not conflict with Delta Chi Law.